



(045) 932 8196



(086) 216 8784



1, Seller Street, Maclear, 5480

Dear Sir / Madam

REQUEST FOR FORMAL WRITTEN PRICE QUOTATIONS

Kindly furnish me with a written quotation for the provision of services as detailed in the enclosed specification.

The quotation must be submitted on the letterhead of your business **must** be deposited in the tender box situated at 1 Seller Street, Maclear, Finance Department, Cashiers Reception area before 12h00 on the 10 October 2017. For **queries** please email to ksobekwa@elundini.gov.za or faxed to 086 216 8784

For Technical Enquiries: Mr S Mveku

Tel: 045 932 8209

Finance Department: Mr. K Sobekwa

Tel: 045 932 8196

Mount Fletcher office Ablution: ELM-2/011/2017-2018

The following mandatory documents must be submitted with the quotation and failure to submit will lead to the bids being declared non-responsive:

- Price(s) quoted must be valid for at least thirty (30) days from date of your offer.
- Price(s) quoted must be firm and must be inclusive of VAT.
- **Valid Tax Clearance Certificate OR** Tax Compliance status documents with PIN from SARS.
- Proof of registration with Web Central Supplier Database (A bidder must attach CSD registration report with Supplier No. and Unique Code)
- Original B-BBEE Certificate or a certified copy thereof (Joint venture, consortium or trust must submit a consolidated certificate) Failure to submit this certificate will lead into not getting points for B-BBEE Level) or Sworn Affidavit confirming BBBEE Level.
- Certified copies of Company Registration certificate and IDs..
- Completed MBD 4, MBD 6.1, MBD 8 and MBD 9 (downloadable on the website and found at Supply Chain Office).
- Provide CRS number of CIDB grade 1GB or higher
- Health and safety plan specific to the project.
- Proof of good standing with compensation of occupational injuries and diseases (COID)
- A statement of Municipal Account that is not older than three months or Lease Agreement OR Affidavit from SAPS stating that the bidder is not obliged to pay municipal rates OR a letter from a ward councillor.
- Joint Venture must also attach the JV agreement, original or certified copy of consolidated BBBEE certificate and the letter of signatory.

Minimum threshold for functionality

The minimum threshold for functionality is 70 points

NB: No quotations will be considered from persons in the service of the stateⁱ

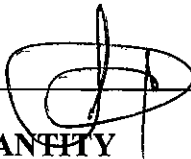
BIDDERS SHOULD TAKE NOTE OF THE FOLLOWING BID CONDITIONS:

- The Elundini Local Municipality Supply Chain Management Policy will apply;
- The Elundini Local Municipality does not bind itself to accept the lowest bid or any other bid and reserves the right to accept the whole or part of the bid;
- Bids which are late, incomplete, unsigned, faxed or sent electronically will not be accepted;
- Bids submitted are to hold good for a period of 30 days;
- **Bidders will be required to register as a supplier/service provider on the ELM's Supplier/Service Provider Database, if not already registered**
- Upon submission of a bid/quote the bidder automatically grants confirmation that SARS may, on ongoing basis during the contract term the bidder's tax compliance status to the municipality.

- Bidder must indicate the bid number and postal address on the sealed envelope in the event that the municipality decides to re-advertise the bid.
- The latest General Conditions of Contract and any Special Conditions of Contract will apply.
- Failure to comply with these conditions may invalidate your offer.

Yours faithfully

SIGNATURE _____



DATE _____

4/5/2012

BILL OF QUANTITY

MT FLETCHER OFFICE ABLUTIONS 2017

	Unit	Qty	Rate	Amount
1 Door Frame				
Repair Door frame	No	1		
2 IRONMONGERY				
Union CZ 682-24-93 two lever mortice lockset with striking plate fixed to timber door frame.	m2	4		
3 CONCRETE, FORMWORK & REINFORCEMENT				
Concrete				
Cement concrete (20 MPa) mass in:				
Walkway	m3	18		
Ramp	m3	5		
4 PLUMBING				
Amaro Basin white 500 x 410mm with all fittings and waste	No	4		
Universal Bibo cistern with mechanism	No	4		
White toilet seat with nylon hinge	No	6		
Star pillar tap blue/red	No	8		
Flexi braided connector 15 x 350	No	6		

Flush pipe connector Bung	No	4		
PVC Sv Pan Connector Straight	No	4		
Liquid Soap Dispenser	No	4		
15 x 1/2" isis angle valve pn1o abs handle	No	4		
1200 x 900mm Mirror	No	4		
Wastecare waste paper bin	No	8		
Sign Plates	No	4		
Mini Towel Paper Dispenser	No	4		
Tr 3 Toilet Roll Holder with lock	No	6		
Sanitary bins for female toilets	No	2		
5 Disabled Toilet				
Accessible toilet with grab bar, wash basin, mini towel paper dispenser, liquid soap dispenser	No	2		
6 Masonry				
One brickwall for extension of disabled toilets including plaster and paint	m2	15		
7 Hand Railing for ramp 1.5m	No	1		

	R
Sub-Total	-
Vat 14%	
	R
Total	-

Functionality

With regard to functionality the following criteria will be applicable and the maximum points of each criterion are indicated. Only bidders who score 70% and more on stage 1 to be evaluated further on price evaluation.

DESCRIPTION	DELIVERABLES	SCORING CRITERIA
Experience Points		
Tenderer has experience in successfully completing projects of similar value and complexity to this project	Submission of the Project Reference Returnable completed, 3 three projects executed by the tenderer. The municipality will contact your referees to request project performance ratings. Verification of completed projects to be submitted in the form of a completion certificate or reference letter from the previous employer (it must be in the letter head of the previous employer and signed for)	1 x project = 10 points 2 x projects = 20 points 3 x Projects =30 points
Expertise Points		Maximum 70
Expertise of key personnel on similar (scope, value & complexity) of projects that the proposed person will be working actively on for the full duration of this project (site agent/foreman to work full time on site)		
SITE Points		
Site Agent Experience	Submit Curriculum Vitae with clear relevant experience in the Building industry for the past three (3) years and above contactable references must be provided	3 years relevant experience = 5 points 4 years relevant experience = 10 points 5 years and above relevant Experience = 20 points
Qualifications of a Site Agent	National Diploma/ Degree in Built Environment (NQF level 6 or higher) National Higher Certificate in Building	= 10 points = 5 points
Letter of undertaking	A letter signed by the Site Agent shall be submitted confirming his/her appointment for the role on the project in a Company letter head.	= 10 points
FOREMAN Points		30
Foreman Experience	Submit Curriculum Vitae with clear relevant experience in the civil industry for the past three (3) years and above contactable references must be provided	3 years relevant experience = 5 points 4 years relevant experience = 10 points 5 years and above relevant Experience = 20 points
Letter of undertaking	A letter signed by the Foreman shall be submitted confirming his/her appointment for the role on the project in a company letter head.	= 10 points
Occupational Health and Safety Points		
	Occupational Health and Safety Plan relevant to General	Poor = 0 points

	civil Practices only	Fair = 2 points
		Average = 4 points
		Good = 6 points
		Excellent = 10 points
		not recommended by the project manager = 0
WORK		
12 Points		
Detailed work plan and milestones in a GANT CHART format not exceeding period of 2 months		
	GANT CHART FORMAT	= 2 points
	PROJECT PERIOD	2 months = 4 points
		1 month = 6 points
TOTAL 122		

EVALUATION CRITERIA

The 80/ 20 preferential procurement point system will be applied as the project is estimated to be more than **R30,000.00**


Price	-	80 point
B-BEE status level of Contribution	-	20 points

BBBEE Points Breakdown:

LEVEL	POINTS AWARDED
1	20
2	18
3	14
4	12
5	8
6	6
7	4
8	2
Non - compliant	0

DELIVERY ADDRESS:

Elundini Local Municipality
No.1 Seller Street,
Maclear
5480



Published on 04 October 2017